



**State of Colorado**  
**Department of Local Affairs**  
**DIVISION OF PROPERTY TAXATION**

**MEMORANDUM**

To: County Assessors  
From: JoAnn Groff  
Property Tax Administrator  
Date: December 16, 2010  
RE: 50<sup>th</sup> Annual Law Seminar  
Distribution: Review with Administrative Deputy and Chief Appraiser  
File in Education File

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**MEMORANDUM**

The Division of Property Taxation will hold the 50<sup>th</sup> Annual Law Seminar for assessors on January 26-27, 2011. It will be held at the DoubleTree Hotel Denver-North, 8773 Yates Drive, Westminster, Colorado, 80031.

**There will be no registration fee for the seminar this year.** The conference includes a breakfast buffet, lunch buffet, and refreshments served during the morning and afternoon breaks. The Division will also host a reception at 5:30 p.m. on Tuesday evening, January 25, 2011. **Please be sure to indicate whether or not you will be attending the reception, as tickets will be provided to all attendees for both the reception and the meals.**

Please complete and return the enclosed registration form by Wednesday, **January 7, 2011** to:

Evelyn Hernandez  
Division of Property Taxation  
1313 Sherman Street, Room 419  
Denver, CO, 80203  
Phone: (303) 866-2376  
Fax: (303) 866-4000.

When completing the registration form, be sure to include attendance information for any additional staff members from your county.

Reservations for accommodations may be made online, by telephone or via fax with the DoubleTree Hotel at [http://doubletree.hilton.com/en/dt/groups/personalized/D/DENNSDT-CAA-20110123/index.jhtml?WT.mc\\_id=POG](http://doubletree.hilton.com/en/dt/groups/personalized/D/DENNSDT-CAA-20110123/index.jhtml?WT.mc_id=POG) or (303) 427-4000, respectively. **The hotel reservations must be made by January 7, 2011 to receive the special rate of \$ 119.00 per night** for either a single or double room. **This rate is only available for those paying with a government issued check with proof of tax-exempt status.** Be sure to mention that you are with the Colorado Division of Property Taxation. There is ample free parking available in the front and side hotel parking lots and plenty of activities and restaurants near the hotel.

Department of Local Affairs  
DIVISION OF PROPERTY TAXATION  
**50<sup>th</sup> ANNUAL LAW SEMINAR**

DOUBLETREE HOTEL DENVER NORTH  
Westminster, Colorado

**January 26, 2011**

PLEASE REGISTER THE FOLLOWING:

COUNTY \_\_\_\_\_

ASSESSOR \_\_\_\_\_

Emergency contact \_\_\_\_\_

STAFF \_\_\_\_\_

Emergency contact \_\_\_\_\_

STAFF \_\_\_\_\_

Emergency contact \_\_\_\_\_

I/we plan to attend the **RECEPTION** Tuesday evening, January 25, 2011

☐ YES

☐ NO

NUMBER ATTENDING \_\_\_\_\_

**Your registration must be received by January 7, 2011.**

# 50th ANNUAL LAW SEMINAR REGISTRATION - DISCUSSION GROUPS

Please submit one copy for each person attending each half-day group discussion.

NAME \_\_\_\_\_ COUNTY \_\_\_\_\_

Please return your registration forms to Evelyn Hernandez, Colorado Division of Property Taxation, 1313 Sherman Street, #419, Denver, Colorado, 80203. You may also submit your registration via e-mail or fax to [evelyn.hernandez@state.co.us](mailto:evelyn.hernandez@state.co.us) or (303) 866-4000, respectively.

Wednesday afternoon

January 26, 2011

## SESSION

1

2

## DISCUSSION GROUP

\_\_\_\_\_ The Buzz on Renewables

- Classification
- Locally Assessed Valuation
- Status Update on HB10-1267 and HB10-1328
- State Assessed Methodology
- Tax Estimations
- Rate Development
- The 411 on SB10-100 and HB10-1328
- On the Horizon
- Q&A

\_\_\_\_\_ Agricultural Issues

- Ag Task Force Summary
- 2011 Reappraisal – CASS Data – DPT Recommendation
- Court Cases
  - Two-Year Plus Current Issue
  - Grazing Duration Issue

\_\_\_\_\_ Appraisal in a Down Economy

- Personal Property Valuation
  - Reflecting all Forms of Depreciation
- Real Property Valuation – Residential/Commercial
- Applying the Three Approaches to Value

\_\_\_\_\_ 21<sup>st</sup> Century Data Management

- Going Paperless
- New Generation in Aerial Photos
- User-friendly Geographic Information Systems
- Sending Official Notices by E-mail

# 50th ANNUAL LAW SEMINAR REGISTRATION – CONTINUING EDUCATION

All classes will have a morning and afternoon session. Each session will require a \$10.00 registration fee. Please make the checks payable to CAA and remit payment to Evelyn Hernandez.

**NAME** \_\_\_\_\_ **COUNTY** \_\_\_\_\_

**SOCIAL SECURITY NUMBER** (last four digits only) \_\_\_\_\_

The last four digits of your social security number are only required if you have not been enrolled in a class conducted by the Division of Property Taxation prior to this seminar.

Please return your registration forms to Evelyn Hernandez, Colorado Division of Property Taxation, 1313 Sherman Street, #419. Denver, Colorado, 80203. You may also submit your registration via e-mail or fax to [evelyn.hernandez@state.co.us](mailto:evelyn.hernandez@state.co.us) or (303) 866-4000, respectively.

**Thursday**                      **Januar**    **y 27, 2010**

A.M.	P.M.	COURSE NAME
_____	_____	Basic Title Conveyance - ADM 937      (4 hours)
		<ul style="list-style-type: none"> <li>▪ Basic Title Transfer Issues</li> <li>▪ Elements of a Deed</li> <li>▪ The Bundle of Rights</li> <li>▪ Types of Ownership</li> <li>▪ Types of Conveyance Documents</li> <li>▪ Decedents' Estates</li> <li>▪ Assessor's Role in Maintaining Ownership Records</li> <li>▪ Assessor's Transfer Process</li> </ul>
_____	_____	Ownership, Legal Descriptions and Mapping – ADM 950      (4 hours)
		<ul style="list-style-type: none"> <li>▪ Estates in Real Property</li> <li>▪ Common Title Transfer Issues</li> <li>▪ Elements of a Deed</li> <li>▪ After-acquired Title</li> <li>▪ Decedents' Estates</li> <li>▪ Trusts</li> <li>▪ Reading and Plotting Legal Descriptions</li> <li>▪ Key Elements of the Parcel Mapping System</li> </ul>
_____	_____	Property Measurement – APR 116      (4 hours)
		<ul style="list-style-type: none"> <li>▪ Determining Size and Style</li> <li>▪ HUD, FannieMae, and Ad Valorem Standards</li> <li>▪ Determining Net Rentable Area</li> <li>▪ BOMA Guidelines</li> </ul>
_____	_____	Time Trending Analysis – APR 580      (4 hours)
		<ul style="list-style-type: none"> <li>▪ Introduction to Statistics</li> <li>▪ SBOE Statistical Requirements</li> <li>▪ Time Trending Techniques</li> <li>▪ Case Study</li> </ul>